

COMMUNITY PRESERVATION COMMITTEE

Public Meeting Minutes

June 29, 2021

7:00 P.M.

Virtual Public Hearing and Public Meeting

Pursuant to notice duly filed with the Town Clerk's Office, Concord's Community Preservation Committee held a virtual public meeting on Tuesday, June 29, 2021 at 7:00 p.m. using the Zoom meeting platform. Meeting ID: 88207154766 Password: 232206

Committee members Tom Kearns, John Cratsley (joined at 7:22pm), Nancy Nelson, Paul Boehm, Peter Ward, Diane Proctor and Charles Phillips (joined at 8:03om) were present.

Others Present: Linda Escobedo, Roselyn Romberg, Marcia Rasmussen, Bill Grace, Mark Weiler, Melissa Saalfeld

The Chair called the meeting to order at 7:06 p.m. by a roll call vote.

Everyone at the meeting introduced themselves and stated which board or committee they were the designee. Mr. Kearns explained how to public can use the raise hand function if they have a question or comment during the meeting.

Introduction to the CPC and Overview of Application Process

Mr. Kearns gave a brief presentation summarizing the Community Preservation Act in Concord. Mr. Kearns explained that there is a 1.5% out of a possible 3% surcharge on real estate property tax bills for CPA and that the first \$100,000 of taxable value is exempt. He explained that persons with income less than 80% of area median income are exempt, as well as seniors with income less than 100% of area median income. Mr. Kearns stated that the locally raised funds are matched on a percentage basis by funds in the State Community Preservation Fund. Mr. Kearns then reviewed the four project categories: Community Housing, Historic Preservation, Open Space and Recreation. He then reviewed the application process and important dates and deadlines.

Questions from Prospective Applicants

Ms. Proctor asked about pushing the application date back if Town Meeting were to be later in the year. Ms. Escobedo stated that they are hoping to have Town Meeting back on schedule. Mr. Boehm asked when we will know what the state match will be. Ms. Gill stated that we usually find out in late October or early November. Mark Weiler of 8 Eaton Street explained that there are a set of steps to access White Pond beach that need to be redone. The Committee briefly discussed eligibility and public access. Mr. Ward asked if this would be to eliminate erosion like the project at Sachem's Cove. Mr. Weiler stated that it is similar to that project. Roselyn Romberg asked about applying for Wright Tavern's second phase. Ms. Gill stated that Ms. Rasmussen has three town projects, RHSO, Junction Village Open Space and Bruce Freeman Rail Trail. Melissa Saalfeld explained that she is working with Anke Voss in Special Collections to digitize the oral histories they have collected over the years.

John Cratsley joined the meeting and introduced himself.

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Commission Membership and Officer Elections

Mr. Kearns reviewed the membership status of the Committee.

Ms. Nelson nominated Ms. Proctor as Chair. Mr. Ward seconded the motion and all other voted in favor. The motion passed (6-0) by roll call vote.

Mr. Cratsley nominated Mr. Ward as Vice Chair. Ms. Proctor seconded the motion and all other voted in favor. The motion passed (6-0) by roll call vote.

Ms. Proctor nominated Ms. Nelson as Treasurer. Mr. Boehm seconded the motion and all other voted in favor. The motion passed (6-0) by roll call vote.

Mr. Kearns nominated Mr. Boehm as Secretary. Mr. Ward seconded the motion and all other voted in favor. The motion passed (6-0) by roll call vote.

Grant Agreements and MOU's

The Committee reviewed the draft Grant Agreements and MOU's for the projects approved at Town Meeting. The Committee noted at the agreement for 110 Walden Street was uploaded incorrectly. Ms. Gill stated that she cannot find the correct version, but will draft the agreement using the template form. Ms. Saalfield stated that the Emerson Field Flagpole project will be under Aaron Miklosko at DPW, and that he should be included on the MOU. Roselyn Romberg shared that they have retained a lawyer to help them draft the Preservation Restriction; preservation architect Larry Sorli to help with documentation; and preservation architect Stephen Mallory to help itemize exterior and interior features.

Charles Phillips joined the meeting.

Ms. Romberg provided the Committee with updates on the inventory process and the moving and storing of items. Ms. Romberg explained that they have retained a historic landscape firm (Heritage Landscapes) to consult on the project. She also stated that they have started putting together project plans and working to archive and digitize records at Special Collections at the library.

Mr. Cratsley noted that he has recused himself from the discussion on Wright Tavern.

Ms. Nelson suggested edits to the grant agreement as follows:

Page 1, 3rd paragraph: add "revised" before application
Condition 2a.7: delete "all" and add "as necessary"
Condition 2c. add "prior to the start of work" after funds

Holly Cratsley stated that the Historical Commission (CHC) receiving a copy of the contracts is redundant because Ms. Nelson is the liaison to the CHC. Ms. Saalfield stated that the CHC does not have jurisdiction over the contracts and plans and suggested that they be on file at the library. Ms.

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Nelson believes that the CHC should review to ensure the project follows the Secretary of the Interiors Standards. The Committee agreed to remove “CHC” from Condition 2d.

Ms. Proctor moved to accept the grant agreements and MOU’s as discussed and revised tonight. Mr. Ward seconded the motion and all others voted in favor. The motion passed (6-0) by a roll call vote.

Review of Project Accounts to be Closed

The Committee reviewed the projects to be closed and discussed the possibility of purchasing more CPA signs for these sites. Ms. Nelson moved to approve the closing of the fifteen listed projects. Mr. Ward seconded the motion and all others voted in favor. The motion passed (7-0) by a roll call vote.

Other Business and Minutes

Mr. Cratsley asked that it is noted that he recused himself from the discussion regarding Wright Tavern. Ms. Proctor moved to approve the draft minutes as revised and discussed. Ms. Nelson seconded and all others voted in favor. The motion passed (6-0) by a roll call vote.

Mr. Cratsley thanked Mr. Kearns for his outstanding leadership this past year.

With no further discussion, Mr. Kearns moved to adjourn the meeting at 8:58 p.m.

Respectfully submitted,

Heather Gill
Senior Planner

Minutes Approved on: 8-17-2021

Secretary